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7 July 1981

MEMORANDUM FOR: 

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NFAC Member  
Agency Building Planning Committee

THROUGH : Chief, NFAC PME Staff

FROM : Clarus W. Rice  
Director of Central ReferenceSUBJECT : Personnel and Space Survey of Requirements - 1987 and  
2000

1. The attached chart provides a first tally of OCR's projected personnel strengths for 1987 and 2000. In addition to the personnel projections and their attending space requirements, we anticipate that several systems improvements will take place that will shift the nature of our space requirements. A steady shift of bulk storage spaces into machine environments will probably take place through the next ten years. Overall, we do not expect that space requirements in 1987 will deviate more than 10% from the 100,000 square feet now required to provide Central Reference services.

2. The major machine support requirements for 1987 will be driven by the SAFE, ADSTAR, BIOSTAR and Automated Library systems. The following technical requirements should be planned for:

- a. Total terminal requirements in the Information Services Group

SAFE terminals  
ADSTAR work stations  
BIOSTAR work station

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- b. Total terminal requirements in the Document Services Group

ADSTAR work stations  
Library acquisitions work stations  
Library data services terminals  
Pictorial Services terminals (MOPIRE)  
Automated dissemination terminals  
SAFE terminals

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Working Paper —  
Destroy After

Dec 1982

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SUBJECT: Personnel and Space Survey of Requirements - 1987 and 2000

c. Space will also be required for four OCR mini-computer systems driving the above systems, two of which have already been installed. The first of the new requirements will be the MOPIRE mini-computer in the Photographic Services Branch. This system will require little special support. The second system will be BIOSTAR which has yet to be defined in scope and requirements. A system not unlike that established for ADSTAR will probably develop, with requirements for an industrial processing facility of 3,500 square feet and a similar sized computer driven storage center. These required areas should eventually be offset by decreased document storage vault requirements. A new in-house composer/word processor center will also be installed to remotely link the five area divisions of ISG with a central production facility. This should be accomplished within existing space.

3. The year 2000 will require significantly upgraded work stations  each being equipped with a terminal/printer accessing multiple data bases. In-house systems will have moved ahead to more advanced versions possibly with advanced power and environment requirements. We would expect these to generally occupy the same work sites as their predecessor systems.

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Clarus W. Rice

Attachment:  
a/s

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16 June 1981

## Personnel/Space Requirements Survey -- Step One

1. Preliminary studies have assumed that all components presently in leased space or in the E Street complex would move onto the compound.

a. Are there components in these spaces that could not or should not move to the compound? Identify any such organizations. (C) *No*

b. Are there elements not covered by this planning assumption that should move to the compound --  Identify these elements. (C) *No*

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2. Provide estimates, by office/staff, of personnel ceilings for 1987, and for the year 2000. To the extent possible, indicate organizational areas of expected growth/reduction. (C)

3. Provide a description of Hqtrs machine support expected by 1987 and circa 2000. Estimates of numbers of terminals, processors, special purpose centers, storage capacities, etc., will be helpful in designing environmental support systems. (U)

4. Are there new technologies being considered for Hqtrs application that may present unique requirements for floor loading, power, and environmental control, above and beyond those necessary to support current computer and communications technology? If so, describe the expected characteristics. (U)

Please forward your responses to me, via C/NFAC PME Staff, by <sup>6 July</sup> ~~COB 30 June 19~~ *per*

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: Clarus W. Rice  
D/OCR  
2E60, Hqs.

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. C/NFAC/PMES  
2F24, Hqs.

2.

3.

NFAC Member  
Agency Building Planning Committee  
4E50, Hqs.

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